



## ENERGY STAR® Office Equipment

# Introducing...ENERGY STAR® Labeled Office Equipment



*The U.S. Environmental Protection Agency (EPA) promotes energy efficiency because electricity generation contributes to air pollution, including 35 percent of all U.S. emissions of carbon dioxide. It also accounts for 75 percent and 38 percent of all U.S. emissions of sulfur dioxide and nitrogen oxides, respectively. By using more energy-efficient equipment in our homes, offices, and factories, we can reduce this pollution—while saving money!*

## Why Energy-Efficient Office Equipment?

Office equipment is the fastest growing electric load in the business world. It currently accounts for 7 percent of commercial electricity consumption. This means that consumers pay \$1.8 billion each year in energy costs just to operate the equipment being used in

millions of homes and businesses. Ironically, much of this energy is wasted. Computers, monitors, printers, fax machines, and copiers are often left on when they are not actually in use, and 20 percent of machines are left on overnight. In addition to the

energy that is wasted, these usage patterns also lead to increased air pollution and higher utility bills. In fact, a computer and monitor running continuously could cost \$105 each year to run. This can result in a large cost for a company with many computers.

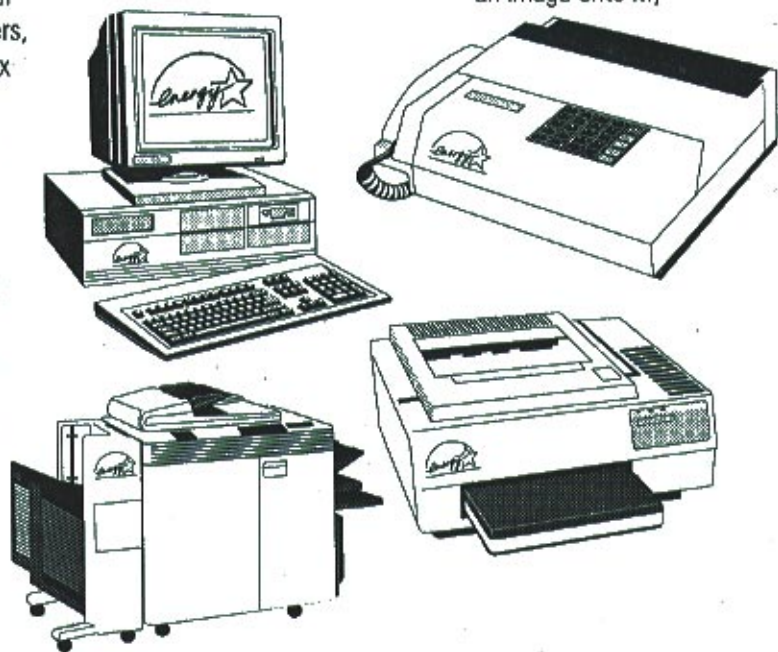
## What is EPA Doing About It?

EPA has signed partnership agreements with industry-leading office equipment manufacturers, representing 85-95 percent of the office equipment market. ENERGY STAR® compliant computers, monitors, printers, and fax machines automatically power down and enter a "sleep" mode to save energy when not being used.

ENERGY STAR® labeled copiers have a different feature that allows them to automatically turn off after a period of inactivity, ensuring night and weekend shut-off. High-speed copiers are also set to automatically make double-sided copies.

This can reduce an organization's paper costs by \$60 per month, reduce the volume of paper sent into the waste stream, and save

energy associated with paper production. (It takes 10 times more energy to manufacture a piece of paper than it does to copy an image onto it!)





## How Much Can ENERGY STAR Save In a Typical Office?\*

EPA ENERGY STAR compliant office equipment can save users money by going to sleep and, in the case of copiers, automatically turning off at night. This added functionality should be invisible to the user, both in terms of

performance and price — making it noticeable only by the EPA ENERGY STAR logo — and, of course, the lower electric bill. The U.S. Government, the largest buyer of computer and printer equipment in the world, has taken the

lead in purchasing ENERGY STAR labeled PCs, monitors, and printers, saving taxpayers \$55 million annually by the year 2000.



Computer and Monitor  
Savings = \$20/year



Large Copier  
Savings = \$130/year  
(+ \$650 in paper savings for large copiers)



Printer  
Savings = \$40/year



Fax Machine  
Savings = \$15/year

\* In a typical office, computers are left on and not in use 30% of the time, and 25% are left on overnight. An even higher percentage of fax machines, printers and copiers are left on 24 hours a day.

## How to Buy ENERGY STAR Labeled Office Equipment

IT'S EASY to buy ENERGY STAR compliant equipment; just look for the ENERGY STAR logo, or designate ENERGY STAR when writing procurement specifications. Hundreds of ENERGY STAR compliant products are available in retail stores and through distributors. If you don't see any, just ask. For large purchases of office equipment, contact EPA to receive sample procurement language available to assist you further.

To get the maximum savings, here are some additional tips to follow: **Computers and Monitors.** Ask a sales representative or manufacturer to set the power management feature so that the equipment enters a sleep mode after 15-30 minutes of inactivity. Make sure that the system is compatible with an existing network, if appropriate.

**Printers and Fax machines.** Choosing a printer with a *duplexing mode* could save over \$30 a month in paper costs. If you have to pay extra for a duplexing accessory, the payback period is low — just over a year. If you're purchasing a fax machine, *consider models that can scan double-sided pages.* Sending double-sided faxes saves copying and paper costs. Or, *consider buying a combination printer/fax unit.* It will use half the energy since only one unit is idling instead of two. *Using recycled toner cartridges and recycled paper* will dramatically reduce the flow of solid waste into the nation's landfills. The EPA recommends specifying a minimum of 20% post-consumer content in all paper used in the office.

**Copiers.** Choosing a copier with a *low-power mode* and a

quick recovery time will provide extra energy savings during the week days. You can also *purchase a duplexing unit* (which allows you to make double-sided copies) if your copier doesn't come with one. The initial upfront cost for the unit will be recovered, by using less paper, in as little as two years. Again, *use recycled toner and recycled paper.*

EPA is encouraging public- and private-sector consumers to buy ENERGY STAR labeled office equipment, and to revise procurement specifications to require ENERGY STAR, as long as performance needs are met and no significant cost differences exist.

If your organization is interested in learning more about maximizing its purchasing power to help the environment, contact EPA about available ENERGY STAR compliant products.



For more information about ENERGY STAR Office Equipment, please write:

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U.S. EPA (6202J)  
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Or call the EPA's  
ENERGY STAR Hotline:  
Phone: 1-888-STAR-YES  
Fax: 202-775-6680  
Internet:  
<http://www.epa.gov/energystar.html>

To receive information on ENERGY STAR Programs 24 hours a day via fax, call 202-233-9659.